

# **FIRE COMMISSION REGULAR MEETING MINUTES**

## **Fire Station 2 Thursday May 12, 2016**

### **Attending:**

All Commissioners, Mitch Stock, Leta Vaughn, Bob Russell, Chief Ron Drake

**Call to order:** 7:01

### **-Approval of Minutes**

Special Meeting Minutes 3/15/16, Leta Vaughn motions, Mitch Stock seconds, unanimous  
Emergency Meeting Minutes 4/5/16 Bob Russell motions Leta Vaughn seconds, unanimous.  
Regular Meeting Minutes 4/21/16 Leta Vaughn motions, Bob Russell seconds, unanimous.

**Public Comments:** none

### **-Fire Chief's Report: Ron Drake**

One page last week to truck fire on Gateway road.

Got a call last night to check on smoke at Castle Rock Ranch where someone was burning.  
Ordered a bunch of fittings for engine 39 and took a list into Riverside Plumbing for low pressure valves and fittings. Purchased drinking water for all engines. Talked with Ivans about buying our fire trucks for scrap metal, he is not in business right now. Everything is looking good need 6 more pack tests to be done.

### **-Treasurer's Report: Bob Russell**

**--Financial accounting update (ongoing)**

**--Discussion and possible action on policies/procedures for department/  
district purchasing, accounting, reporting and record-keeping (ongoing)**

**--Discussion and possible action on budget approval process,  
amendments, and reporting (ongoing)**

Everything is looking good, well within budget. Might go over budget on utilities, but can move money from line items later.

**-State/County/Town Hazard Mitigation Planning update: Jazmine Duncan/Bob Russell** no report

### **-Emergency Medical Responder Report: Bob Russell**

nothing much going on, they aren't calling us for out of town stuff for some reason.

### **-State MOU class report: Mitch Stock**

Cody went through all of our engines for equipment on board. We need a chainsaw for each engine. Mitch we should designate engines to be just for out of district use only and keep them up to speed. Mitch: SB122 catastrophic fire basically an insurance policy amount of coverage is based on the communities prep ability. unclear whether who buys in: the Town or the County. Hopefully the State will clarify the bill when it goes into effect next year. Mitch would like to budget for buying size-up books to go on the 3 designated out of jurisdiction engines. Engine 31 Engine 35 and Engine 38. We need to use these units and fill out their crew time reports and shift tickets. Ron is hoping to get everything registered and inspected. Mitch would like a SOG showing that we get everything inspected or it is not used.

We need to submit CTR's and shift tickets within 30 day or we loose 10% . Can enter them online but still need to submit a hardcopy by mail. Mitch got the app for scanning documents to send off to them. Learn how to fill them out and get them out. Ron thinks they are the same tickets as last year. Insurance needs to be looked at whether we have enough insurance policy before we re-signup in June. Always have to have 2 people in type 6's to be paid at all.

**-Firewise update: Completion of Community Fire Plan; CV crew work and budget (FFSL) appointing a new liaison:** Leta will take on the planning for chipper days and ask Bob Lippman to continue with the fire plan. Bob Russell motions, Mitch Stock seconds, unanimous.

**-Discussion and possible action on designating a new Chief Administrative Officer: Leta Vaughn**  
Leta motions to have Mitch Stock take over Chief Administrative Officer position, Bob Russell seconds, unanimous.

**-Discussion and possible action on Military Engine Conversion update: Bob Russell:** Have spent about \$30000 so far. All major items have been paid for except about \$3000 to go. Mengel would like us to have a work day to put all piping in and the pump possibly the May 24, we could have shelter practice the same time.  
How far along can we have the engine by the 4<sup>th</sup> of July? Not ready to pump water by then but could have it painted and the logos on for the party.

**-Discussion and possible action on Town's MOU for use of Bowthorpe well**  
Town paid \$10,000 for lease and will provide maintenance and electrical on it. We will be responsible for both of those if the Town ever goes under. We are waiting for Town to finish writing the MOU with us.

**-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: development of standard operating guidelines, policies and procedures** Bob Russell Chuck Tandy designated rep from UFRA will be here on June 14<sup>th</sup> wants to meet with us if possible. Will to invite him out to Redcliffs for lunch to get his ideas. Technical support like long range planning for us could be good training for his students.

**-Discussion and possible action on long term planning, fire dept. needs, priorities, vision and policies: development of standard operating guidelines, policies and procedures** nothing

**-Discussion and possible action on Workman's Comp Insurance claims processing: Bob Russell** Case has been dismissed by labor board we will cover all of his expenses. Bob Russell met with Jeff and Laurie about getting bills rounded up and helped negotiate the prices down. We paid out of pocket bills which included physical therapy and travel cost to SLC \$482.06. Moab Regional has been paid \$6547.66 which was 45% discount. Paid Moab Family Medicine paid \$323.00 which was a 25% reduction. Yet to be paid U of U bill of 679.64 was a 30% reduction, just need to track down address to send it to. Other outstanding bill of \$723 for CT scans to Utah Imaging may be reduced after a letter is written for them to decide a letter and they will decide.  
8538 total bills?

**-Discussion and possible action on planning for July 4th event: Bob Russell**  
Lesley Craig and Susan Halliday are willing to help us with planning. Talked to Chrissy Prickett about getting kids involved. She suggests trying to get Smokey the Bear and let people know what time he will be there. Bob would like to have Matt do it. Need stuff to give out to the kids. No parade. Hotdogs and possibly an ice cream churn.

**-Special topics for Closed Session (if necessary): personnel matters, award & recognition program, etc.**

**Adjourn** Leta motions Bob R. seconds, unanimous 8:58